



United States Department of Commerce
National Oceanic and Atmospheric Administration
NATIONAL MARINE FISHERIES SERVICE
NORTHEAST REGION
One Blackburn Drive
Gloucester, MA 01930

December 20, 2001

«DLR»
Federal Dealer Number: «DNUM»
«STRT1»
«STRT2»
«CITY», «ST» «ZIP»

Dear «DLR»,

Enclosed are the *Dealer Instructions for National Marine Fisheries Service (NMFS) Weekly Quota Reporting using the Interactive Voice Response (IVR) system for 2002*. These are sent to dealers that have a permit which requires submission of weekly purchase summaries for quota-managed species, see Table 1 page 3. It has become increasingly important that landings data for quota-managed species be collected on a real-time basis in order to monitor these landings relative to their quota or total allowable catch (TAC). Therefore, dealers must report purchases of quota-managed species weekly through the NMFS IVR call-in system. Dealers are also required to report purchases of all species on a trip-by-trip basis. Dealer to dealer transactions are not required to be reported, as the primary buyer is responsible for reporting those purchases.

An updated list of the NMFS week-ending dates and their associated week numbers for 2002 is also enclosed. This list replaces any previous lists which included any NMFS week-ending dates and their week numbers.

What is an IVR call-in system?

An Interactive Voice Response (IVR) system allows dealers to quickly and easily report their weekly fish purchases using a touch-tone telephone. Dealers holding Federal permits for any of the quota-managed species are required to report their purchases to the NMFS call-in system. Dealers located in states with their own quota monitoring systems may be required to report their purchases to their state system, as well.

IVR Reporting Requirements

The IVR system is designed for dealers to report weekly summaries of their purchases of quota-managed species. The quota-managed species are listed in Table 1. Dealers must call weekly to report purchases of these species by state. If no quota-managed species were purchased during a given week, a negative report must be submitted through the IVR system. If at least one quota-managed species was purchased and reported, a negative report is not necessary for the other species.

NMFS IVR – Dealers located in all U.S. states except Massachusetts

All federally permitted dealers, except those located in Massachusetts, are required to report their purchases of quota-managed species weekly through the **NMFS IVR system**. The quota-managed species are listed in Table 1.

Purchases of quota-managed species must be reported weekly. The NMFS reporting week begins on Sunday at 0001 hrs (12:01 AM) local time and ends Saturday at 2400 hrs (12:00 midnight). A list of the NMFS week-ending dates and their associated week numbers for 2002 is enclosed. Reports to the NMFS IVR system must be submitted by midnight Tuesday, three days after the end of each reporting week. A list of instructions for submitting weekly reports through the NMFS IVR system is enclosed.

Weekly reports to the NMFS IVR system must include:

- Federal Permit Number
- Dealer's Password / Code
- State Code where fish were landed
- Week Number
- Species Code (by stock area if known, for Atlantic cod and haddock only)
- Pounds Purchased

Table 1. Species that are required to be reported via the NMFS IVR system under each Northeast Regional permit type listed. Permit types listed require mandatory reporting for both the Trip Level Dealer Weighout and Dealer Phone Reporting (IVR) systems.

Species to be reported via phone reporting	Permit Type
Atlantic bluefish	Atlantic Bluefish
black sea bass	Black Sea Bass
Atlantic cod	Northeast Multispecies
haddock	Northeast Multispecies
scup	Scup
spiny dogfish	Spiny Dogfish
<i>Illex</i> squid	Squid, Mackerel, Butterfish
<i>Loligo</i> squid	Squid, Mackerel, Butterfish
summer flounder	Summer Flounder

For additional information, please contact the following:

NMFS IVR information	Fisheries Statistics Office	(978) 281-9296 or (978) 281-9209
Federal Dealer Permit information	NMFS Permit Office	(978) 281-9370
Other reporting information	Local Port Agent	See attached list
Other reporting information	FSO Email	reporting.ne@noaa.gov
Information mentioned in this letter	Fisheries Statistics Office Website	http://www.nero.nmfs.gov

Sincerely,

John F. Witzig, Chief
Fisheries Statistics Office

Enclosures

2002

**Dealer Instructions for National Marine Fisheries Service
Weekly Quota Reporting using the IVR System**

The National Marine Fisheries Service reporting week begins at 0001 local time on Sunday and ends at 2400 hours the following Saturday. Reports must be submitted by midnight Tuesday at the end of each reporting week. Reports must be submitted whether you purchased fish or not. If you report purchases for one or more species, you do not need to report negative or "0" for species you did not purchase. It will be assumed that you did not purchase those species for which you do not report. If you did not purchase any quota-managed species, you must file negatively. Please refer to the detailed instructions below for these procedures.

If you do not have a touch tone phone or you have any changes/corrections to make to any previously reported week or you have any problems, **please contact your local port agent.**

Please note that you must still submit your detailed landing reports to the local port agent.

To report purchases: Call 1-888-284-4904

- 1) To enter landings, Press **1**.
- 2) Enter your 5 digit permit number followed by the # key.
- 3) Enter your 5 digit dealer code followed by the # key.
- 4) Enter the 2 digit state code (where fish were landed) followed by the # key. *
Press **1** if correct, Press **2** to re-enter.
- 5) Enter the 2 digit wave week (number) followed by the # key.
Press **1** if correct, Press **2** to re-enter.
- 6) Enter the 2 digit species code followed by the # key.
Press **1** if correct, Press **2** to re-enter.
- 7) Enter the amount of pounds landed followed by the # key.
Press **1** if correct, Press **2** to re-enter.
- 8) Press **1** to get a confirmation number and exit the system.
Press **2** to enter landings for another species.
Press **3** to enter landings for another state.
Press **4** to enter landings for another wave number.
Press **5** to get a confirmation number and return to the main menu.

To submit a negative report: Call 1-888-284-4904

- 1) To enter a negative report, Press **2**.
- 2) Enter your 5 digit permit number followed by the # key.
- 3) Enter your 5 digit dealer code followed by the # key.
- 4) Enter 2 digit wave week number followed by the # key.
- 5) Press **1** to accept, Press **2** to re-enter.
- 6) Press **1** to get a confirmation number and exit the system.
Press **2** to enter another wave number.
Press **3** to get a confirmation number and return to the main menu.

*** State codes should be reported as the state where fish were originally landed, even if they are transported to or purchased in another state.**

2002

Dealer Worksheet for National Marine Fisheries Service
Weekly Quota Reporting using the IVR System

This worksheet is an example of the information needed to submit purchases of quota-managed species from fishing vessels. It may be copied and used as a personal record for each weekly report submitted using the IVR system.

Call phone number: **1-888-284-4904**

1) Press **1** to enter landings.

2) Enter your 5 digit permit number and your 5 digit dealer code (you may **not** want to write this down)

DEALER NUMBER						DEALER CODE				

3) Follow the prompts to enter landings.

SPECIES NAME	CODE	WEEK No.		STATE CODE		POUNDS PURCHASED
SUMMER FLOUNDER	01					
SCUP	03					
ILLEX SQUID	04					
LOLIGO SQUID	05					
BLACK SEA BASS	07					
SPINY DOGFISH	08					
BLUEFISH	09					
COD (UNKNOWN AREA)	10					
COD (GULF OF MAINE)	11					
COD (GEORGES BANK)	12					
HADDOCK	13					

COMPLETE LISTING OF SPECIES CODES:

SUMMER FLOUNDER	01	SCUP	03	LOLIGO SQUID	05	BLACK SEA BASS	07
ATL. MACKEREL	02	ILLEX SQUID	04	BUTTERFISH	06	SPINY DOGFISH	08
ATL. BLUEFISH	09	COD (Unknown Area)	10	COD (Gulf of Maine)	11	COD (Georges Bank)	12
HADDOCK	13						

WEEK NUMBER: PLEASE REFER TO ATTACHED TABLE

STATE CODES:

MAINE	22	CONNECTICUT	07	MARYLAND	23	SOUTH CAROLINA	43
NEW HAMPSHIRE	32	NEW YORK	35	DELAWARE	08	GEORGIA	13
MASSACHUSETTS	24	NEW JERSEY	33	VIRGINIA	49	FLORIDA	10
RHODE ISLAND	42	PENNSYLVANIA	41	NORTH CAROLINA	36	LOUISIANA	21

CONFIRMATION NUMBER FOR THIS CALL:

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National Marine Fisheries Service

Interactive Voice Response System Reporting Periods for 2002

The National Marine Fisheries Service reporting week begins at 0001 local time on Sunday and ends at 2400 hours the following Saturday. Reports must be submitted by midnight Tuesday at the end of each reporting week.

Please use week number 01 for all reports pertaining to week-ending January 5, 2002.

This week was designated as week 53 in previous lists.

Reporting Week Number	Begin Date	End Date	Reporting Week Number	Begin Date	End Date
01	Dec-30-2001	Jan-05-2002			
02	06-Jan	12-Jan	28	07-Jul	13-Jul
03	13-Jan	19-Jan	29	14-Jul	20-Jul
04	20-Jan	26-Jan	30	21-Jul	27-Jul
05	27-Jan	02-Feb	31	28-Jul	03-Aug
06	03-Feb	09-Feb	32	04-Aug	10-Aug
07	10-Feb	16-Feb	33	11-Aug	17-Aug
08	17-Feb	23-Feb	34	18-Aug	24-Aug
09	24-Feb	01-Mar	35	25-Aug	31-Aug
10	03-Mar	09-Mar	36	01-Sep	07-Sep
11	10-Mar	16-Mar	37	08-Sep	14-Sep
12	17-Mar	23-Mar	38	15-Sep	21-Sep
13	24-Mar	30-Mar	39	22-Sep	28-Sep
14	31-Mar	06-Apr	40	29-Sep	05-Oct
15	07-Apr	13-Apr	41	06-Oct	12-Oct
16	14-Apr	20-Apr	42	13-Oct	19-Oct
17	21-Apr	27-Apr	43	20-Oct	26-Oct
18	28-Apr	04-May	44	27-Oct	02-Nov
19	05-May	11-May	45	03-Nov	09-Nov
20	12-May	18-May	46	10-Nov	16-Nov
21	19-May	25-May	47	17-Nov	23-Nov
22	26-May	01-Jun	48	24-Nov	30-Nov
23	02-Jun	08-Jun	49	01-Dec	07-Dec
24	09-Jun	15-Jun	50	08-Dec	14-Dec
25	16-Jun	22-Jun	51	15-Dec	21-Dec
26	23-Jun	29-Jun	52	22-Dec	28-Dec
27	30-Jun	06-Jul			